

Administrative & Finance Minutes  
September 9, 2011, 7:30 a.m.

Meeting was called to order at 7:35 a.m. by Chairman West. Present: Ward, Sebastiani, Kotlowski, West, and Renner. Also present: Phillippi. The meeting was properly noticed. Motioned by Sebastiani/Kotlowski to approve the agenda as presented. Motion carried by unanimous voice vote.

Mary Ann Bays present at 8:00 a.m.

100.R10.48350	\$125,000.00 down \$100,000.00
100.10.51520.432	\$477.00 down \$427.00

Motioned by Renner/Kotlowski to approve resolution to increase the marriage license fee. Motion carried by unanimous voice vote.

Larson present.

Motioned by Sebastiani/Ward to approve resolution for audit service contract between Schenck SC and Adams County for 2011-2013. Motion carried by unanimous voice vote.

Motioned by Sebastiani/Kotlowski to approve part-time clerk/typist for County Clerk's office. Motion carried by unanimous voice vote.

Dawn informed the committee about EWISCAC WI-(TCM) Highway/Solid Waste/Sheriff/Health & Human TCM software running smoothly. Practice test data base, beginning in January. She had concerns about Credit/Debit card systems, however; Cobra/Swanson is most likely Baker compliant.

MIS, Dawn reported account #413 reduced \$300.00  
#312 reduced to \$340,000

Motioned by Ward/Sebastiani to recess at 10:00 a.m. West called back to order at 10:18 a.m. all present.

Administrative Coordinator Budget:

100.22.51415.316	should be 0 was \$3,000.00
100.22.51415.434	\$3,000.00

Family Court Commissioner budget had no changes. McFarlin present.

Animal Shelter Budget was discussed. The animal shelter would like to enter into a contract with the county. Carol Berry was present. Jack Albert present at 11:50 a.m. He expressed concerns regarding the contract. He will review it and discuss it with the Public Safety and Judiciary Committee. The contract is costly. Ward would like further information as to what happens if the county refuses to enter into a contract, what is the liability to the county can we turn the money collected over to the towns rather than the shelter. Who is responsible for dogs running at large etc. Jack Albert left at 12:10 p.m.

Motioned by Renner/Kotlowski to approve filling the ACDF assistant position. Trena to review all current applicants and to report back to the committee on applications. The committee to review selected applications, and if it is necessary to repost, before reposting the committee is to see job announcement and salary range. Motion carried by unanimous voice vote.

Motioned by Kotlowski/Renner to adjourn at 12:50 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,

Cindy Phillippi  
Recording secretary

These minutes are not yet approved.